

# Cafe to Let



## **Kitchen and Cafe Area Summerhill Visitor Centre, Hartlepool**

**TO LET BY INFORMAL TENDER  
Closing Date 12 noon Friday 17<sup>th</sup> June 2022**

### **ALL ENQUIRIES TO:**

Philip Timmins, Estates and Assets Dept., Civic Centre, Victoria Road, Hartlepool,  
TS24 8AY

**Tel: (01429) 523228    Email [Philip.Timmins@Hartlepool.gov.uk](mailto:Philip.Timmins@Hartlepool.gov.uk)**

**Exciting opportunity** to lease well equipped kitchen and 20 + cover cafe area of Summerhill Visitors Centre.

Additional external seating area also included.

Kitchen has servery hatches to the external area and adjoining activity hall.

Summerhill Country Park extends to around 110 acres and has a host of exceptional facilities within its boundaries, including a variety of accessible footpaths, traditional English woodland, permissive bridleway, wetlands, a large manmade boulder park, grassed paddock area, bike shelters, BMX track and free parking.

The Country Park is complemented by the Visitors Centre which in addition to café area contains a spacious activity hall (available for sessional hire), public toilets, indoor climbing wall and cycle clinic.

Within the calendar year 2021/22 Summerhill Country Park and Visitors Centre had over 600,000 visitors. With 10,500 either hiring the rooms, booking parties, attending events, fitness classes or making use of the cycle clinic. Furthermore, Summerhill in the summer of 2022 will include a 750m closed road, floodlit cycling circuit and learn to ride area which it is anticipated will increase footfall, events and generate a new client base to complement the existing.

The property is to let on a new 2 year lease.

**Accommodation comprises:**

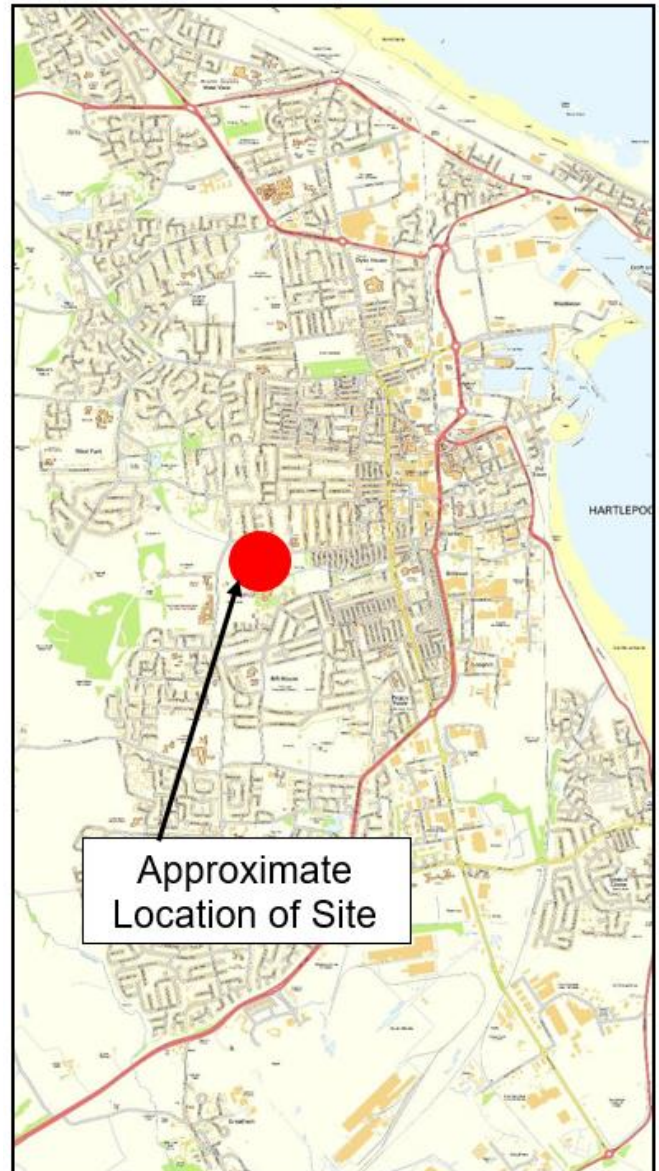
**Café Seating Area:** Approx. 38 sq. m (part of centre concourse) Stone flag floor, fluorescent lighting, door to external seating area. NB Seating areas will remain shared areas

**Servery Area:** Approx. 8.4 sq. m With 2 level wood topped counters and hatch to kitchen

**Kitchen/Servery:** Approx. 19 sq. m with double stainless steel sink unit, stainless steel wash hand basin, stainless steel worktop and shelving, double glazed windows with external roller shutters, stainless steel extractor hood, plastered walls and ceiling, servery hatches to activity room and servery area

**Equipment includes:**

Barista machine, glass fronted display cabinet, cash register, instant hot water boiler, fridge, freezers, electric cooker, fryer, cutlery and crockery 7 tables, 18 chairs and 2 high chairs  
Full inventory attached.





### Summerhill opening hours:

Monday to Thursday	8 am - 9 pm
Friday	9 am - 4.30pm (subject to evening track bookings)
Saturdays	Subject to track bookings

The Tenant will be obliged to open outside of the Summerhill opening hours. This will include as a minimum:

March – September: Minimum of six days per week, to include Saturdays, Sundays and Bank Holidays.

October – February: Reduced hours / days to be negotiated based on demand. Minimum offer to include evenings in line with track bookings, Saturdays and Sundays (09.00-3.00).

Additional opening hours will be permissible by agreement. Lease terms are outlined below.

Tenders should demonstrate current or recent prior experience of successfully operating similar facilities/operations. Also, they should include a draft menu, proposed opening days/times, conditions, 2 references (previous landlord where possible) and any other relevant details.

Please Note, additional permissions, such as Food registration may be required. Tenderers should make their own enquiries as to what they will need to facilitate their proposals.





**Café Area**



**Kitchen**

**EPC Band C** <https://find-energy-certificate.service.gov.uk/energy-certificate/7808-6515-3189-6378-5115>

## **Terms**

### **To Let by Informal Tender**

#### **General Conditions**

1. Tenders must include rental offer and outline details of proposals.
2. Incoming tenant to be responsible for the Council's reasonable legal costs up to a maximum of £500.

**Tenders are invited on the following basis:**

1. Lease term 2 years subject to review
2. Annual rent to be payable monthly in advance
3. Landlord Responsibilities:
  - a. Utility costs will be payable by the Landlord
  - b. Landlord will be responsible for lighting heating cleaning and maintaining common areas during normal centre opening hours.
  - c. Landlord will be responsible for external repair and building insurance
4. Tenant Responsibilities:
  - a. To keep the café open during Visitor Centre hours (see above), or as agreed with the management team, and to offer a wide range of healthy food options. Menu to be agreed with the landlord ensuring it meets the needs of customers, and it is expected to contain a minimum of hot and cold drinks, alongside freshly made food such as sandwiches, jacket potatoes, panini's, cakes etc.
  - b. To obtain any necessary statutory consents or licences and to comply with all relevant statutory requirements
  - c. To take part in the local government food hygiene rating scheme (including the use/ completion of a Safer Food Better Business manual).
  - d. To pay business rates levied on the let area as a separate assessment (subject to reliefs and exemptions)
  - e. Cleaning of common areas if café open outside normal Centre opening hours (opening outside normal centre hours to be agreed in advance with the Landlord's site manager)
  - f. All internal repair and decoration including maintenance of equipment included in the lease
  - g. Cleaning of the demised premises and external seating area
  - h. Not to alter the décor of the seating areas without the prior written consent of the landlord not to be unreasonably withheld.
  - i. To report any health and safety accidents/ incidents/ near misses promptly to the Landlord
  - j. Not to sublet assign or part with possession
  - k. Not to use the premises for any purpose except the Permitted Use of Café serving Summerhill Visitor's Centre and Country Park (no catering for off-site events)
  - l. To be a named key holder for the Visitors Centre
  - m. Not to erect any signage on the premises or within the Visitor Centre or Country Park without the prior written consent of the landlord not to be unreasonably withheld. (However it is anticipated that an A-board outside the building will be permitted as a minimum)
  - n. Not to install or use vending machines without prior approval from the landlord
  - o. To ensure all staff hold a level 2 food hygiene award
  - p. To meet at least monthly with a representative from Summerhill.
  - q. To hold public liability insurance of at least £2m at all times

5. Other matters:

- a. Background music may be played in the café as the Landlord has PRS and PPL Licences but the type and volume of music must be appropriate to the setting.
- b. The site is used by a wide range of visitors including regular dog walkers. Therefore the tenant should consider how to accommodate all customers and their requirements.
- c. Summerhill aims to support the environment and significantly reduce litter on site therefore would encourage the tenant to have minimal waste and use recyclable packaging where possible
- d. The tenant will be responsible for the marketing of the cafe but the Summerhill team will assist in this by providing access to existing resource and expertise in public relations and marketing and there is potential to work together on initiatives and events. The tenant will be permitted to display signage at the visitor centre both inside and outside subject to prior agreement with the centre management.

**Inventory**

See attached sheet

**Tenderers are requested to submit tenders on the basis outlined above in writing / by email to**

**Philip Timmins, Estates and Assets Dept., Civic Centre, Victoria Road, Hartlepool, TS24 8AY  
Tel: (01429) 523228 Email Philip.Timmins@Hartlepool.gov.uk**



**Misrepresentation Act 1967**

Hartlepool Borough Council gives notice that:

1. These particulars do not constitute any part of an offer or contract.
2. None of the statements contained in these particulars as to the property(s) are to be relied upon as statements of or representations of fact.
3. Any intending licensees must satisfy themselves by inspection or otherwise as to the correctness of each of the statements contained in these particulars.
4. Hartlepool Borough Council does not make or give any representation or warranty whatsoever in relation to the property(s).
5. None of the building services or service installations (whether these be the specific responsibility of the freeholder(s), lessor(s) or lessee(s) have been tested and are not warranted to be in safe working order.

**Finance Act 1999**

Unless otherwise stated all prices stated are exclusive of VAT.

**Property Misdescriptions Act 1991**

Every reasonable effort has been made by Hartlepool Borough Council to ensure accuracy. Interested parties are strongly advised to take appropriate steps to verify by independent inspection or enquiry all information for themselves and to take appropriate professional advice.

**Tender Submission Procedure**

All offers are to be based on the Particulars of Letting

It should be noted that the Borough Council does not undertake to accept the highest or any offer and that any offer is made subject to formal approval of the appropriate Committee.

Persons submitting offers shall be deemed to have visited and inspected the site and to be submitting their offer with full knowledge of its condition.

All offers must be submitted by **12 noon, Friday 17<sup>th</sup> June 2022.**